

Midlands Graduate School ESRC DTP Guidance Notes for Academic Applicants for Joint and Collaborative Studentships October 2022 Entry

General Guidance Notes

For both Joint and Collaborative applications, students must be registered on one of the approved MGS DTP training pathways, therefore applications should indicate to which DTP pathway the project will be connected. Please visit the [Midlands Graduate School website](#) to see which pathways are eligible to host ESRC DTP students or refer to the [DTP Pathway Grid](#) at the end of this document. The lead supervisor must be based within the DTP pathway where the project will sit.

When applying for either a Joint or a Collaborative studentship, academics must not apply with a specific student in mind for their project. If your project is successful, then an appropriate student must be recruited to the project via an open and competitive process.

Award Lengths

Whether you are applying for a Joint or a Collaborative studentship, projects must be within the ESRC's remit of supporting high-quality postgraduate training in the Social Sciences. The ESRC expects all DTP researchers to be trained in the following areas: Philosophy of Social Science Research; Research Design, Practice and Ethics; Quantitative Research Methods; and Qualitative Research Methods. If your application is successful, and the student you recruit has not already completed training in these areas, they will be given a 1+3 award and expected to undertake the Masters in Social Science Research at your institution prior to starting their PhD. If the recruited student has covered 2 of the ESRC's research skill areas, they will be given a +3.5 award and expected to undertake 2 ESRC DTP core training modules during their first year of PhD study to cover the training areas not previously undertaken. If the recruited student has (or will have) completed a Masters course that has covered all these research training areas, then they will be given a +3 award. When developing a proposal, you should bear in mind that the recruited student may have to undertake the Masters in Social Science research prior to commencing the PhD project (1+3 award) and all involved parties (such as the collaborating organisation) should be made aware of this possibility.

ESRC Remit

All funded projects must fall within the ESRC's subject remit. Applicants should be mindful of the intersections at UKRI boundaries and should check their [project remit with ESRC](#) directly and before applying if their project lies at the intersection with another Research Council. Regarding the boundaries between the ESRC and AHRC remits, the Research Councils have produced a '[Joint AHRC ESRC Statement on Subject Coverage Interfaces between the Arts and Humanities and the Social Sciences](#)' which applicants may find useful. If you contact the ESRC and they confirm your proposed project is within ESRC remit, please do include a copy of the ESRC's confirmation alongside your application.

Project Scope

Potential applicants should devise a research project that is manageable and not too ambitious for a PhD project. It should be feasible to complete the project within the 3-year PhD funded period, and we would

not expect the planned project timetable to involve data collection/fieldwork during the 3rd year of PhD study. We expect applicants to create a detailed project design that has a clear focus, methodological plan and theoretical framework; applications should not consist of the statement of a wider research idea that would need to be refined to constitute a PhD research project.

Supervision Guidance Notes

Each project must have 2 academic supervisors and it is a requirement that the lead supervisor must have previously supervised a PhD student through to completion (this could be as a second supervisor). If early career academics are interested in submitting or being part of an application, or an application is being devised by a less experienced supervisory team, then applicants should look to include a 3rd supervisor to act as a mentor to the academics as part of the supervisory team. The applicants should provide details of a mentoring plan for less experienced supervisors and justify the inclusion of any 3rd supervisor on the project, making a note in the application as to the purpose of each member of the team. We would not expect the inclusion of a 3rd academic supervisor for projects led by an experienced team.

Eligibility

All academic staff based in an accredited pathway are eligible to put forward proposals to the Joint and Collaborative competitions, provided that they meet the lead supervision criteria outlined above.

Current and former members of the MGS Management Committee should note that they are limited to involvement (as either lead or second supervisor) with a maximum of two awards through the Joint and Collaborative competitions at any one time. This limit is in place for the duration of Committee members' time on the Committee, and for three years following their departure from the Committee.

Joint Studentship Application Guidance Notes

When considering a Joint studentship application, the lead supervisor applying for the studentship must be based in an accredited DTP training pathway at the institution where the studentship will be hosted. However, the second supervisor based in another Midlands Graduate School institution can be drawn from outside the DTP pathways.

When writing an application, applicants should include details as to value added from the joint supervision team, and also provide a rationale for the supervisor split.

Please note that the Midlands Graduate School cannot arrange for the transfer of fees or resources to the joint institution for a studentship (as the student will be fully enrolled and registered at the lead university). Therefore, the joint supervisor should ensure that they have consent from their relevant head of department/school to act as an external secondary supervisor prior to making an application.

Collaborative Studentship Application Guidance Notes

ESRC funding for PhD studentships within the Midlands Graduate School DTP carries with it an expectation that at least 30% of the awards will be made to students undertaking their research in collaboration with an external non-academic agency or for students to engage in collaborative activity with a non-academic partner.

As such, we have set aside some of our allocated studentships for 2022 entry specifically for collaborative awards; these are to be allocated competitively on the basis of proposals put forward by academics located within accredited training pathways.

The scheme offers funded PhD studentships on a full-time or part-time basis for eligible students (as per Research Council requirements) involving a formal collaboration with an external partner organisation which goes beyond the facilitation of data collection. Forms of collaboration can include:

- A CASE-style studentship which delivers a co-produced research idea and is co-supervised with a partner organisation
- Placements or internships in external organisations
- An exchange of research data and findings – provided that there is a commitment from the collaborating agency to engage with a version of the research findings towards the completion of the project

While a particular level of co-funding (either in cash or in kind) from the proposed collaborating organisation is not mandated, we would expect a minimum level of in-kind contribution from the collaborator such as access to office space at the non-academic partner's premises, access to data and resources etc. to be made available in order for the proposed collaboration to take place. If the nature of the proposal entails time spent away based within the collaborating organisation, we would anticipate that the organisation should meet the costs of the student undertaking this.

When writing an application, applicants need to be clear as to the added value of their proposed collaboration, bearing in mind that the collaborative partner must be more than just a site for a data collection.

When developing a project proposal, academics and the collaborating organisation ought to bear in mind that the student involved in a collaborative studentship must not be viewed as an employee of the collaborating organisation and any work undertaken within the collaborator should relate to the proposal, or to enhancing a student's skills/training as related to the PhD project.

As part of the Collaborative Studentship application form you will be asked to name a co-supervisor/mentor who is based within the collaborating organisation. This person should act as a 3rd supervisor, noting that a student will always require two academic supervisors who meet the supervision regulations of the university where the student will be registered.

You may discuss your proposed collaboration with your relevant Research Support Office in advance of submitting an application if you wish, but your individual university will advise if this is required at the proposal stage. All successful collaborative studentship projects will require a collaborative agreement (contract) to be put in place between the university, the collaborating organisation, and the recruited student, and the collaborating organisation will be subject to a due diligence check by your university.

We recommend that all applicants read the ESRC's own 'Good practice for setting up Studentship opportunities': <https://esrc.ukri.org/files/collaboration/good-practice-guide-for-setting-up-collaborative-studentship-opportunities/>

Deadlines

The application deadline for both Collaborative and Joint proposals is **Tuesday 16th November 2021**. Proposals should be submitted as an email attachment to the ESRC DTP office esrcdtp@warwick.ac.uk.

Academic applicants will be notified of the outcome of their application by mid-January 2022. Successful applicants will be required to draft a studentship advertisement (the DTP office will provide a template) to recruit a suitable student; advertisements must be submitted to the DTP office by Monday 31st January 2022.

Student applications will be made using an online form on the Midlands Graduate School website, which will be downloaded and processed by local DTP administrators in the first instance. Application packs will be sent to academics in an anonymised manner for shortlisting. Following shortlisting, DTP administrators will provide the contact details of shortlisted applicants, and academics will be expected to manage the interview and selection process from that point. Candidates will be required to provide copies of transcripts and references, and academics may also request additional information from candidates as part of the recruitment process, such as a covering letter or CV. Once a preferred candidate has been identified, the DTP Management Committee must approve the nomination, and confirm the appropriate award length based on the candidate's previous training, prior to any studentship offer being made.

	Aston University	University of Birmingham	University of Leicester	Loughborough University	University of Nottingham	University of Warwick
Applied Linguistics		✓			✓	✓
Area Studies	✓	✓			✓	
Communication & Media			✓	✓		
Economic & Social History		✓	✓		✓	✓
Economics		✓			✓	✓
Education		✓		✓	✓	✓
Health & Wellbeing and Mental Health & Wellbeing		✓ Health & Wellbeing Only	✓ Health & Wellbeing Only		✓ Mental Health & Wellbeing Only	✓ Health & Wellbeing Only
Human Geography		✓	✓			
Interdisciplinary Methodologies and Digital Society					✓ Digital Society Only	✓ Interdisciplinary Methodologies Only
Management & Business Studies and Finance	✓	✓		✓	✓	✓
Museum Studies			✓			
Political Science & International Relations		✓			✓	✓
Psychology		✓			✓	✓
Social Policy and Social Work		✓ Social Policy and Social Work		✓ Social Policy Only	✓ Social Policy and Social Work	
Socio-Legal Studies		✓			✓	✓
Sociology					✓	✓
Sport & Exercise Science		✓		✓		